City of Seattle
CITIZENS' TELECOMMUNICATIONS AND TECHNOLOGY
ADVISORY BOARD

Meeting Minutes (Draft)
June 8, 2010

Attending

Members:	Presentation:
John Neuharth, Chair	Dian Ferguson, Executive Director, SCAN
Ted Schmitt, Vice Chair	
Daniel Carrillo, Jr.	**Public:**
Tom Kee	Ken Meyer
Fran Clifton	John Glockner, Puget Sound Access
William Pugh	Karen Campbell, SCAN producer
Karen Manual	
Stuart Maxwell	**Staff:**
	Bill Schrier
Absent (Excused): Jac de Haan	Tony Perez
Absent: Richard Huff	David Keyes
	Nicole Schultz

Follow-up items/Action Items for next meeting:	Attached documents:
- Get Engaged Member - Westin tour confirmed? - Any suggestions for Local Vendors for One Economy Project - CTTAB blog - Postmortum Meeting of TMF scheduled - Any word from CM Harrell on Apps for Seattle - Need Broadband briefing materials that were provided to the Council - Need description of Public Engagement Committee - Broadband committee needs to take a position/Workshop scheduled? - New name of One Web Day and description needs to be submitted - Discuss committee descriptions and linking them on the website	1. Chief Technology Officer report 2. Office of Cable Communications report 3. Community Technology report

1. **Call to order: John Neuharth, Chair** – called the meeting to order at 6:07pm. Motion to approve the agenda, agenda approved. There was a motion to approve May's minutes – Tony had changes and will give them to Nicole. Motion was approved noting that the minutes will be updated with Tony's changes. John spoke about the Get Engaged interviews and the great candidates to choose from. Some of the candidates not chosen for the Get Engaged position, will be recommended for future CTTAB board positions. No chair report.

2. **Public Comment – Ken Meyer**

Mr. Meyer informed the group about the Broadband Summit. Karen, Fran, David and Tony are going to the summit.

3. Chief Technology Officer Report: Bill Schrier

See attached document

Seattle Channel won four Emmy Awards. Read the SLOG, Stranger's article. Link to article: http://slog.thestranger.com/slog/archives/2010/06/07/the-bunker-under-city-hall

Seattle.gov News –Seattle police reports are now live for people to sign-up. These are major crimes, robberies and assaults. Redacted reports are available when you sign-up and provide a valid email address.

Information Technology Officer News

DoIT is applying for a Broadband Technology Opportunities Program federal grant. Technically this was closed, but a limited solicitation for new applicants was opened to enable public safety applicants who had subsequently received FCC waivers to utilize the 700 megahertz spectrum. In January, with Mayor McGinn's permission, Bill applied to the FCC for a waiver to enable use of the 700 MHz spectrum in Seattle and got the authorization in May. The city grant application being applied for would build a wireless network and also link clinics and neighborhoods, hospitals and clinics, Seattle Public Schools, community colleges and some non-profits community anchor institutions. The proposal will also link some Seattle Housing Authority public housing projects with fiber. The scope may be modified pending final budget and recommendations from the City's consultants, Wiley Rein. Grant is due on July 1 and the awards will be granted by September 30th.

4. **Tony Perez - Cable Office report**

See attached document

FCC and Municipal Broadband - Later this year they will begin some committee hearings in the senate and corresponding house committee on the possibility of reopening the 1996 Telecom Act.

"Monopoly Service" -The Cable office is considering doing a segment on the Seattle Channel on the Cable Office's Cable Consumer Bill of Rights.

Comcast HD Fee – The city is joining many jurisdictions in filing with the FCC opposing Comcast's HD Technology fee. The price should be coming down, and what they are doing with the HD fee is anti-competitive and illegal. The price and equipment is regulated by the FCC. FCC releases formulas for maximum prices Comcast can charge for services.

Westin Tour -October was selected for the Westin tour. Tour will be scheduled for 4p.m. on the regular CTTAB day on October 12. Other than Fran everyone was available in October.

5. David Keyes – Community Technology Report
See attached document
David reported briefly on Bruce Blood's work. Bruce Blood's group is continuing to work on the public engagement portal, myseattle.gov, and these will be integrated with the overall redesign of the entire seattle.gov website. There is a citywide stakeholder meeting to discuss seattle.gov – Will Pugh is on the committee. If you're interested in attending – Julie O'Brien schedules the meetings.

Communities Online -DoIT's intern Amy Hirotaka's is presenting her Communities Online report on Thursday, June 10 at 1p.m. at Parrington Hall on the UW Campus.
On the Communities Online project we launched Neighborhoods on the Net, a directory of community online sites available via a clickable map.

South Park Bridge – the bridge is closing on June 30. The city is working to help the neighborhood during this tough time and change. This will affect businesses and residents in the neighborhoods. We launched a South Park website to help the community.

SHA and One Economy Project – One Economy was funded under the first round of broadband stimulus. One Economy is bringing in wi-fi to five Seattle Housing Authority properties and King County Housing Authority, and will have a community technology assistant that basically will help troubleshoot and a paid contractor coming in to do the build out of the wi-fi structure. They are looking for local vendors to hire to assist the contractor – if CTTAB knows of any folks send them to David.

Technology Matching Fund – Working with Interconnections, they distributed 54 computers to five tech centers that will go directly to families and help them get online. Training will be provided for the families. These are refurbished computers loaded with software.

6. Dian Ferguson, Executive Director, SCAN - Report
See attached documents (SCAN powerpoint, SCAN survey results)
Dian introduced Karen Campbell, a SCAN board member and producer at SCAN. Dian wanted this opportunity to share about SCAN and answer any of the board's questions about SCAN. Dian had everyone from CTTAB introduce themselves.
- Dian began with SCAN in January of 2009.
- SCAN's Mission statement: SCAN engages and enriches the diverse communities of Seattle and the Pacific Northwest through television production, training, and serving as a community media broadcast center.
- SCAN became a non-profit in 1999 and is the only "public" channel in Seattle and King County.
- Starting in 2006, funding from the city was scheduled to be reduced each year. This was predicated on the expectation and requirement that SCAN would raise more of its own funding and become more self-sufficient. Dian stated that the SCAN's budget is cut while Seattle Channel's grew. [Bill Schrier clarified that the SCAN arrangement was intentional to their agreement and that the Seattle Channel has seen much more significant cuts in its budget and staff during this challenging economic time. *More below*]

- Per a survey it seems most people who are accessing SCAN are coming to check out the equipment and the number one reason is to check out their cameras. Many are producing and putting videos on You Tube and many are taking classes and learning how to produce. On average cameras are checked out for approximately 1700 hours a month.
- At any given time they have 100 producers providing content.
- They have programming in seven languages: Amharic, Chinese, Korean, Oromo, Spanish, Tigrinya, and Vietnamese.
- Viewer survey results (who watches SCAN) – 67% White; 62% have Bachelor's degree; 99% have regular access to the internet; 63% live in Seattle and the other 31% live in the remainder of King County
- Top show is Democracy Now.
- Karen Campbell will attend monthly CTTAB meetings as the representative of SCAN. She works for the University of Washington – medical school.

Bill took exception with one thing Dian said. Bill explained the 2009-2010 budget cuts for the Seattle Channel and SCAN.
2009-2010 – Seattle Channel's budget was cut $462,343 = 14% of their budget. 2.5 positions were cut, and one of those employees had been with the city for 26 years.
SCAN's budget was cut $25,000 =4% of their budget.
The City Council made the decisions for the budget cuts for both the Seattle Channel and for SCAN.

7. Action Items/Follow-Up Items

- **Apps for Seattle Committee – Arrange Discussion with Vihn**

John recently sent Vinh the proposal that CTTAB came up with for him to review so the ball can get rolling there. Vinh wrote back that him and CM Harrell will take a look and get back to CTTAB. The committee is waiting on feedback from CM Harrell and Vinh. Hopefully, they will want to meet shortly after they have had a chance to review the proposal.

- **Westin Tour**

Tour will be scheduled for October 12 at 4p.m.

- **CTTAB Blog**

Blog has not been set-up since web team is really busy.

- **Committee Descriptions**

Nicole took care of linking the committee descriptions to the committee names on the website. These descriptions will be an item of discussion at the July meeting.

- **Schedule One Web Day committee meeting with staff and Digital Promise**

A meeting was held on June 9 with Delia, Fran, David, Vicky, Derrick and Digital Promise. See below for more.

8. Committee Reports/Descriptions

- **One Web Day – Karen**

Need a new name for One Web Day. One Web Day will be in partnership with United Way's Day of Caring, which takes place on September 24. Volunteers will be geographically spread around eight sites of the city. People will be able to help with computer labs, maintenance of labs, ect.. Volunteers will be recruited closer to the event.   Karen will send Nicole her description.

- **Technology Matching Fund (TMF) – Jac**

The legislation is being processed. We are still on target for the same day in July, July 21. There is a discussion about doing an event in the fall for all of the awardees.
UW I-School student did his capstone project on TMF. He did a map flow of the TMF process. Need to hold a postpartum meeting with the review committee on TMF.

- **Broadband – Ted**

Ted sent out the Broadband committee project template out to everyone. He heard feedback from Jac and Tony. CTTAB hasn't taken a position or produced recommendation documents, need to take one. Maybe use a wiki or blog as a forum to post about positions on Broadband. There were questions about where prior information exists for the Broadband committee – need to collect all of that information. There was a lot of work done on Broadband (not led by CTTAB, but some with their participation), and the website has good information. Website link: http://www.seattle.gov/broadband/
Tom Kee will check to see if he can provide the materials that were used for the briefing for council. A workshop will be set-up in the next six months. Ted will set-up a monthly meeting for Broadband board members to meet, which is everyone but Jac and Karen. He will send Nicole the meeting time so it can be posted to the website.

- **Public Engagement – Will**

No progress. There was a stakeholders meeting that Will was unable to attend. The meeting was with Bruce and others. The Public Engagement committee is Will and John.   Both have busy work and travel schedules.

- **Apps for Seattle** - **John**

Waiting on Councilmember Harrell and aide Vinh.

8. Board Business

Broadband meeting suggestions were submitted. Most likely the meetings will be the fourth Tuesday of the month – June 22.

9.   Adjourned at 7:45p.m.

Citizens' Telecommunications and Technology Advisory Board
Chief Technology Officer's Report
8 June 2010

HEADLINE NEWS AND ELECTED OFFICIAL NEWS
- **WALK-BIKE-RIDE AND YOUTH/FAMILIES INITIATIVE.** These two Mayoral initiatives are subject to significant public engage recently. The Youth/Families Congress was last weekend, and a series of public events is occurring with Walk-Bike-Ride
- **Budget.** The City faces a significant budget shortfall of $12 million in the general fund out of a $905 million budget for 2010, and a $58 million shortfall in 2011. Public safety and human services departments have to submit cuts of 1.5% to 5%. All other general fund departments must submit cut proposals for 9.5% to 14.5%. Cut proposals were due May 17th and overall budgets are due July 9th.
- **MID-YEAR 2010 CUTS.** The Mayor has made decisions on mid-year cuts which will be announced next week. These are likely to include the loss of 60 positions internal to government.

CABLE AND BROADBAND NEWS
- See also Tony Perez' report.
- New Zealand has announced a national initiative to bring 100 megabits per second broadband to 75% of its population by 2020 using a government-owned provider.

SEATTLE CHANNEL NEWS
- The Seattle Channel won four Emmy Awards on June 5th.
  - Art Zone with Nancy Guppy, Gabriel Miller, Producer/Director/Director Of Photography
  - City Inside/Out: C R Douglas, Host/Producer Susan Han, Senior Producer
  - Community Stories: Shannon Gee, Producer/Editor Ian Devier, Photographer Matt Peterson, Photographer/Editor
- *City Inside/Out* last week scored a triple play: *Interim Seattle chief John Diaz, Sacramento chief Rick Braziel & East Palo Alto chief Ronald Davis join C.R. Douglas for a joint discussion.*

WEB WWW.SEATTLE.GOV NEWS
- Seattle Police Reports are now online. See article and link here: http://spdblotter.seattle.gov/2010/06/03/seattle-police-reports-now-available-online/
- The City Clerk's Office added Legislation in Committee to Open Data at http://data.seattle.gov/#type=search&search=legislation.
- The Public Outreach and Engagement Calendar was launched on May 26 at http://www.seattle.gov/mayor/getinvolved.htm. This new calendar, moderated by the Office of the Mayor, features events from all city departments that focus on public outreach and engagement.

- South Park Bridge Closure Information has a new web site at http://www.seattle.gov/neighborhoods/southpark/bridge.htm

COMMUNITY TECHNOLOGY NEWS

- We are working with SHA and One Economy to begin implementation of their federal broadband stimulus project. They will be increasing broadband adoption for residents at five public housing complexes. The project includes Wi-Fi for the buildings, employing local "community technology assistants" to support resident users, "youth digital connectors" to provide resident training on use of the Internet, and a localized web portal with local resources and an interface to One Economy's Beehive resource portal.

- See also David Keyes' report.

INFORMATION TECHNOLOGY OPERATIONS NEWS

- The Department of Information Technology will be applying for a Broadband Technology Opportunities Program federal grant to construct a wireless public safety broadband network to connect computers, video cameras and other equipment in police and fire vehicles. This grant would also provide some broadband services and upgrades for schools, libraries and hospitals.

CHIEF TECHNOLOGY OFFICER NEWS

- I spoke about use of Web 2.0 technologies in Government at a forum of public and private CIOs in Seattle last Friday, June 4th.

Bill Schrier's Twitter: www.twitter.com/billschrier
Bill Schrier's blog: www.chiefseattlegeek.com

DATA.SEATTLE.GOV STATISTICS FOR MAY, 2010

- Datasets and filtered views
    - Central: 149
    - Department of Planning and Development: 3
    - Human Services Department: 3
    - City Clerk: 1
- New additions for month:
    - City Clerk's Office
        - Legislative agenda updated weekly
- On hold, awaiting approval:
    - Business Licenses data set
- Near term planned datasets for June 2010
    - Bicycle racks
    - Tech indicators report
    - Neighborhood Councils
    - Neighborhood Matching Funds

- - o `crime incidents: SPD
    - o crime reports
  - Longer term planned datasets, beyond June 2010
    - o City GIS data: (100+ datasets)
    - o Public Disclosure Requests Database
    - o Animal Shelter statistics
    - o Recovery funds (fedgov stimulus)
    - o Personnel salary
    - o Office of Education: Spending by Contract
    - o Tech matching funds
    - o Arts and Cultural Affairs: Public art sites
    - o Bridging the Gap 2007-2010
    - o Census data 1990/2000

Office of Cable Communications, Director's Report
June 8, 2010

Meeting with Central Area group: Members of the Central Area Community group "Upping Technology for Underserved Neighbors" met with me, Bill and Erin to convey their continued displeasure with Broadstripe services and to give us the reasons why they believe that the Central Area should be the first neighborhood served by any Fiber to the Home deployment. They will be scheduling a meeting with Councilmember Harrell to relay the same positions.

FCC and Municipal Broadband: We received a copy of a letter from the FCC wherein they reaffirm the findings in the National Broadband Plan that state barriers to municipal broadband are counterproductive. The FCC is on record as stating that Congress should consider whether to preempt the authority of states to limit their political subdivisions from building, owning and operating broadband networks. Eighteen states have laws that either bar outright or limit the ability of local governments to operate broadband networks. An example is WA State which limits PUDs to wholesale services.

Council Statement of Legislative Intent: We are working with Council staff to look into the possibility of developing a public private program to provide discounted broadband services to low income, seniors and disabled Seattle residents. The program could be modeled after existing successful programs that provide utility and cable television discounts.

University of Washington Technology Law and Public Policy Clinic: I accepted an invitation to serve on the Clinic's Advisory Board. I will be providing guidance to law students as they examine existing telecommunications law in the state of Washington and make

recommendations to the Legislature for possible changes in the law. The recommendations are due at the end of 2011.

June 15 Broadband Conference: I and other DoIT staff will be attending the State Broadband conference on June 15.

Cable Operator Technical Audit Cure Plans: We have reached an agreement with Broadstripe and are attempting to complete an agreement with Comcast to cure violations of safety and construction codes found during the technical audits.

"Monopoly Service": We continue to answer many e-mails from residents who mistakenly assume that the City has granted exclusive franchises to Comcast or Qwest and has barred Verizon or other providers from serving Seattle. I am glad to see that CTTAB has pointed out that we need to consider some strategies for educating residents about this.

Comcast HD Fee: Comcast is now charging or will be charging its subscribers in Minnesota, Oregon, and Washington a HD Technology Fee, which Comcast asserts is linked to network upgrades for HD services. This fee replaces the monthly HD converter fee paid by many subscribers. **We believe this new fee is an attempt to avoid the rate rules on equipment charges** and will be joining several other jurisdictions in filing comments with the FCC opposing Comcast's HD Technology fee as implemented.

Visit to Westin Hotel: I would like to arrange a couple of proposed times and dates for a CTTAB hope that we can discuss a time and date for CTTAB to visit the collocation, hosting and interconnection facilities at the Westin Hotel.

Community Technology Report - June, 2010

South Park bridge web site launched

We launched the South Park bridge closure (South Park Lives!) web site, tied to the Action Agenda pages from seattle.gov/southpark or southpark.seattle.gov. We're also using Yahoo Pipes on this page to aggregate blog postings from all departments.

One Economy Broadband Stimulus Grant implementation

One Economy has begun implementation of their federal broadband stimulus project. They will be increasing broadband adoption for residents at 5 public housing complexes. The project includes wifi for the buildings, employing a local "community technology assistant" to help support residents connecting, "youth digital connectors" to provide resident training on use of the Internet, and a localized web portal with local resources and an interface to One Economy's Beehive resource portal. David has been working with them and Seattle Housing Authority. The YMCA and Puget SoundOff project will also benefit from this.

Computers for Families

Fifty-four computers were delivered to five community tech centers (South Park, Delridge, Yesler Community Centers, Neighborhood House at Rainier Vista and Horn of Africa Services) for distribution to families receiving computer training. These computers were refurbished and provided by Interconnection. Another 24 computers are being readied for distribution to South Park.

Communities Online: Neighborhoods on the Net launched and trainings

With the web team, we've completed the transition of the old Department of Neighborhoods (DoN) web site to now utilize the broader Seattle communities online directory with a map to select a filtered view by district. See http://www.seattle.gov/seattlecommunitiesonline/districts.htm.
Vicky and Amy have been presenting this and a social media introduction to neighborhood councils. This includes the Ballard and South Lake Union District Councils and the DoN Neighborhood District coordinator's meeting.
Amy Hirotaka has completed her UW Evans School Masters Degree project on the Seattle Communities Online. We hope to retain some of her time to complete more trainings this year.

Inclusive Outreach and Public Engagement Training & Calendar

David helped lead two citywide RSJI Inclusive Outreach and Public Engagement trainings. This included an intro to the city's new public engagement event calendar. See the new calendar at http://www.seattle.gov/calendar/outreach.htm. This provides a lot more detail for residents about what the intent of city meetings are and what support services (interpreters, childcare, etc) will be provided.

PugetSoundOff.org Youth Civic Engagement
45 new users created accounts on Puget SoundOff during May, bringing the total number of unique users 2,506. Of the 45 new users, 34 are under 25 years old. These 25 users posted 12 new blogs, joined three groups, posted 24 photos and one video. 32 events were posted on PSO during May, highlighting the Seattle Youth Town Hall meeting at the Seattle Center, arts, education, and environmental events around Seattle, civic engagement and involvement opportunities, and the Seattle International Film Festival.

MOSC Health Aging Fair
Vicky staffed a booth at the Mayor's Office for Senior Citizen's Healthy Aging Fair on Wednesday, May 26. Approximately 75 Home Computer and Internet Security brochures were distributed to low to moderate income seniors. Many seniors who came through did not own computers but were interested in training and purchasing one for home use. Many used library and community centers to access email and the Internet. Fifteen Korean, eight Russian and five Spanish language translated brochures were distributed to seniors who came to visit the fair. They were pleased that these resources were translated and available for their use.

STAR Center new computers and Open House: Assistive technology
 Derrick helped the Special Technology Access Resource (STAR) Center install new PC's purchased with their Technology Matching Funds in time for their open house. Elliott Day from the Mayor's office was on hand to present the Technology Matching Fund certificate on behalf of the Mayor. Seattle Schools has developed a Rite of Passage partnership where disabled high school participants learned to utilize the technology and received skills and online education resources training.   Over 40 people attended this event, including representatives from the Seattle Public Library's LEAP program, Seattle Public Schools, Alliance for People with disAbilities, Neighborhood House, and Reclaim the Media.

Technology Matching Fund 2009 Project Updates

Center Park Resident Council – Rite of Passage Project
Center Park Resident Council has upgraded their assistive technology lab, the STAR Center, with 8 new Dell computers. City funds also helped support 6 youth from the Seattle Public Schools Special Education Career Choices class to gain tech skills through an internship at the computer lab. The project is a pilot to build a partnership with the school district and special Ed teachers from Franklin and Cleveland high schools . The lab held an Open House celebration on May 20th Elliott Day presented a TMF award certificate to honor their work.

Campana Quetzal – Padres Conectados Project
This winter Campana Quetzal has expanded training for Latino parents by offering classes in partnership with the YMCA and Refugee Women's Alliance (REWA). They provided classes for parents on basic word and finding online resources on health, jobs,

money, school, housing using One Economy's www.beehive.org . They also expanded evening trainings to add the Source training with REWA in the Central area of Seattle. They trained 49 parents from Nov – February.

Tech Matching Fund Intern Project Completion
Josh Lin a graduating student at the UW iSchool's Master of Science in Information Management program has completed his internship project. Delia provided guidance during his internship to develop business process and system requirements for moving the Tech Matching Fund to an online grants management system. His project was selected as one of 5 projects out of 35 for an oral presentation at the school's final presentation event June 3th.

Technology Matching Fund 2010
Delia has notified all the 2010 applicants of the status of CTTAB's funding recommendations. She is providing additional feedback to unsuccessful applicants to help to improve their grant writing capacity for future rounds. Black Dollar Days, Bridges to Understanding, YMI, SCIPDA, Horn of Africa, Literacy Source have requested feedback.

Cable modem applications
We've received a number of new applications and Derrick has 10 in process right now.